



# United States Department of the Interior

OFFICE OF THE SECRETARY  
Washington, DC 20240

**AUG 15 2014**

## **Department of the Interior Guidance (DIG) Release 2014-02, Amendment 1**

**Subject:** Purchase Requests

**References:** The Anti-Deficiency Act, codified at 31 USC 1341

1. **Purpose:** This DIG amendment identifies the Financial Business Management System (FBMS) as the Department of the Interior's (DOI) procurement system of record.

2. **Effective Date:** Upon signature.

3. **Expiration Date:** No expiration unless superseded or canceled.

4. **Background and Explanation:**

The initial DIG communicated the continued requirement to use FBMS to create purchase requests for applicable actions using a standard, DOI-wide business process. It applies to acquisition actions, interagency agreements (IAAs), and financial assistance. This amendment identifies the FBMS as the Department's procurement system of record.

5. **Action Required:** As specified in the initial DIG.

6. **Additional Information:**

Please disseminate this guidance within your bureau. It will also be available on the web at <http://www.doi.gov/pam>. Questions about this policy may be directed to Brigitte Meffert, Office of Acquisition and Property Management, at 202-513-0699 or by e-mail at [Brigitte\\_Meffert@ios.doi.gov](mailto:Brigitte_Meffert@ios.doi.gov).

  
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